

2004 LAW ENFORCEMENT EXAMINATION

The New Jersey Department of Personnel
Announces an Examination for the following titles:

MUNICIPAL POLICE TITLE AREA

Police Officer

COUNTY CORRECTION TITLE AREA

County Correction Officer

STATE RANGER TITLE AREA

*Ranger Trainee

STATE CORRECTION TITLE AREA

*Correction Officer Recruit

OTHER POLICE TITLE AREA

*Police Officer, Palisades Interstate Park
*Campus Police Officer
Park Police Officer
*Police Officer, Health Care Facility
County Police Officer

SHERIFF TITLE AREA

Sheriff's Officer

STATE JUVENILE TITLE AREA

*Correction Officer Recruit,
Juvenile Justice

NOTE: See page 6 for all requirements.

**These are State Titles.*

► **One application** form alone will enable you to apply for ALL entry level law enforcement titles listed above.

► **Bilingual** in Spanish and English, and Bilingual in Korean and English positions are available for some of the titles in this announcement. If you want to be considered for a bilingual position, check the bilingual box on the application.

SEND enclosed application form with required fees.

Last Date for Filing Applications is

March 31, 2004

Note: *Testing is tentatively scheduled for late Spring, 2004.*

Filing Address:

Separate the application page from the information pages and mail your application to:
NJDOP LEE, P.O. Box 207, Brick, NJ 08724-0207.

New Jersey is an Equal Opportunity Employer



Personnel

www.state.nj.us/personnel

James E. McGreevey, Governor

Ida L. Castro, Commissioner

INSTRUCTIONS FOR COMPLETING THIS APPLICATION FORM
(READ ALL INSTRUCTIONS CAREFULLY BEFORE COMPLETING YOUR APPLICATION FORM)

FEES: Fees are required for filing your application form. Send a check or money order only, payable to NJDOP. **Do not send cash and do not staple or pin the check to the application. Use paper clips or simply enclose payment.**

1. FEE EXEMPTION: If you are currently receiving General Assistance (welfare), Aid to Families with Dependent Children (AFDC), or Supplemental Security Income (SSI), you are exempt from submitting the fees. Indicate the type of assistance you are receiving and enclose the required proof.

2. PAYMENT METHOD: Check one box to indicate your method of payment. If you are making your fee payment by credit card, provide the credit card information required. Be sure to sign in the space provided. If an invalid fee is submitted you will be disqualified from this examination.

3A. TITLE PREFERENCES: Check the box(es) to indicate the title area(s) for which you are interested in applying. No title area can be added after the closing date.

3B. BILINGUAL: Check the appropriate bilingual box only if you can read, write, speak, and communicate effectively in either Spanish and English, or Korean and English.

4. FEE AMOUNT: Check only one box to indicate the number of boxes you checked in 3A TITLE PREFERENCES. Enter the fee amount due in the boxes marked TOTAL AMOUNT DUE.

5. LAST NAME: Clearly print your last name in capital (uppercase) letters.

6. FIRST NAME: Clearly print your first name in capital (uppercase) letters.

7. M. I.: Print your middle initial (if any).

8. SOCIAL SECURITY NUMBER: Enter your nine-digit Social Security number. (**Important:** Submission of this information is voluntary-see page 7.)

9. RESIDENCY CODE: Enter your four-digit New Jersey residency code from the list of codes on pages 4 & 5 of this announcement. First, find the county, and then the specific town, borough, city, or township in which you reside. Copy the corresponding code into these boxes. This might not be the same as your mailing address. **The Residency code cannot be changed after the closing date, even if you change your address. See page 7 for affect of address change. If you live outside New Jersey, you are not eligible to file for this announcement.**

10. DAYTIME TELEPHONE NUMBER: Enter your daytime area code and telephone number where you can be reached.

11. CITIZEN: Mark a 'Y' if you are a United States citizen. If you are not a United States citizen, you are not eligible to file for this announcement.

12. MAILING ADDRESS: Clearly print your complete mailing address in capital (uppercase) letters.

CITY: Print the name of the city in your mailing address.

STATE: Enter the two-letter abbreviation of the State in your mailing address.

ZIP CODE: Enter the five-digit (or nine-digit, if known) zip code in your mailing address.

13. VETERANS PREFERENCE: Check the box if you are claiming veterans preference for this examination. If you have established veterans preference since April 1, 1980, no further action is needed. Otherwise, complete a veterans preference claim form and include the required documents with it. Claim forms are available at our offices at 44 S. Clinton Ave., Trenton NJ, or on our website at www.state.nj.us/personnel. The Department of Military and Veterans Affairs (DMAVA) is responsible for determining eligibility for Civil Service Veterans Preference. You may visit their web site at www.state.nj.us/military or contact them at 1-800-624-0508 for more information. Completed claim forms along with required documentation must be submitted to DMAVA, and postmarked by the closing date in order to establish Civil Service Veterans Preference for this examination.

14. ADA ASSISTANCE: Check this box if you need to be contacted regarding auxiliary aid or reasonable accommodation in taking this examination in accord with the Americans with Disabilities Act.

15. WORK LOCATION PREFERENCES FOR STATE POSITIONS: Place an 'X' in the box next to each county in which you are willing to accept employment.

16. TEST LOCATION PREFERENCES: Check one box indicating the county in which you prefer to take the examination. **Note:** If you fail to make a selection, you will automatically be scheduled in Mercer County. You will not be able to change your testing center once you are scheduled.

17. BACKGROUND DATA: Completion of this part is mandatory for date of birth and education, and voluntary for ethnic and gender information. Check the box indicating the group of which you are a member; indicate your sex; enter your birth date using a 4-digit year; and indicate the highest level of education that you will have completed by June 30, 2004. Do not send a transcript or resume with this form.

18. SIGNATURE/DATE: Sign and date the application after carefully reading the certification statement. Use a four-digit year in the date.

FILING INSTRUCTIONS

Mail completed application, along with your fee or proof of exemption, to **the NJDOP LEE, P.O. Box 207, Brick, NJ 08724-0207**. Be sure to keep a copy for your records. **Your application must be postmarked on or before March 31, 2004. Be sure all sections of your application are complete before it is submitted.**

NOTE: Send only copies of documents with your application. No materials will be returned.

New Jersey Residency Codes

In box #9 on the application, enter the appropriate four-digit code for the municipality where you reside.

Municipality	Code	Municipality	Code	Municipality	Code	Municipality	Code
*Atlantic County		Rivervale Twp	0253	Haddon Twp	0416	West Caldwell Boro	0721
Absecon City	0101	Rochelle Park Twp	0254	Haddonfield Boro	0417	*West Orange Town	0722
*Atlantic City	0102	Rockleigh Boro	0255	Haddon Heights Boro	0418		
Brigantine City	0103	*Rutherford Boro	0256	Hi Nella Boro	0419	*Gloucester County	
*Buena Boro	0104	*Saddle Brook Twp	0257	Laurel Springs Boro	0420	Clayton Boro	0801
Buena Vista Twp	0105	Saddle River Boro	0258	*Lawnside Boro	0421	*Deptford Twp	0802
Corbin City	0106	South Hackensack Twp	0259	*Lindenwold Boro	0422	East Greenwich Twp	0803
*Egg Harbor City	0107	*Teaneck Twp	0260	*Magnolia Boro	0423	Elk Twp	0804
Egg Harbor Twp	0108	Tenafly Boro	0261	Merchantville Boro	0424	Franklin Twp	0805
Estell Manor City	0109	Teterboro Boro	0262	Mount Ephraim Boro	0425	Glassboro Boro	0806
Folsom Boro	0110	Upper Saddle River Boro	0263	Oaklyn Boro	0426	Greenwich Twp	0807
Galloway Twp	0111	*Waldwick Boro	0264	*Pennsauken Twp	0427	Harrison Twp	0808
Hamilton Twp	0112	*Wallington Boro	0265	Pine Hill Boro	0428	Logan Twp	0809
*Hammonton Town	0113	Washington Twp	0266	Pine Valley Boro	0429	Mantua Twp	0810
Linwood City	0114	Westwood Boro	0267	Runnemede Boro	0430	*Monroe Twp	0811
Longport Boro	0115	Woodcliff Lake Boro	0268	*Somerdale Boro	0431	National Park Boro	0812
*Margate City	0116	*Wood-Ridge Boro	0269	*Stratford Boro	0432	Newfield Boro	0813
Mullica Twp	0117	Wyckoff Twp	0270	Tavistock Boro	0433	Paulsboro Boro	0814
Northfield City	0118			*Voorhees Twp	0434	Pitman Boro	0815
Pleasantville City	0119	*Burlington County		Waterford Twp	0435	South Harrison Twp	0816
Port Republic City	0120	Bass River Twp	0301	*Winslow Twp	0436	Swedesboro Boro	0817
*Somers Point City	0121	*Beverly City	0302	*Woodlynne Boro	0437	Washington Twp	0818
*Ventnor City	0122	*Bordentown City	0303			Wenonah Boro	0819
Weymouth Twp	0123	*Bordentown Twp	0304	*Cape May County		West Deptford Twp	0820
		*Burlington City	0305	Avalon Boro	0501	Westville Boro	0821
*Bergen County		*Burlington Twp	0306	*Cape May City	0502	Woodbury City	0822
Allendale Boro	0201	Chesterfield Twp	0307	Cape May Point Boro	0503	Woodbury Heights Boro	0823
Alpine Boro	0202	*Cinnaminson Twp	0308	Dennis Twp	0504	Woolwich Twp	0824
*Bergenfield Boro	0203	*Delanco Twp	0309	*Lower Twp	0505		
Bogota Boro	0204	*Delran Twp	0310	*Middle Twp	0506	*Hudson County	
Carlstadt Boro	0205	Eastampton Twp	0311	*North Wildwood City	0507	*Bayonne City	0901
Cliffside Park Boro	0206	*Edgewater Park Twp	0312	*Ocean City	0508	East Newark Boro	0902
Closter Boro	0207	Evesham Twp	0313	*Sea Isle City	0509	Guttenberg Town	0903
Cresskill Boro	0208	Fieldsboro Boro	0314	Stone Harbor Boro	0510	*Harrison Town	0904
Demarest Boro	0209	*Florence Twp	0315	*Upper Twp	0511	*Hoboken City	0905
Dumont Boro	0210	Hainesport Twp	0316	West Cape May Boro	0512	*Jersey City	0906
*East Rutherford Boro	0212	Lumberton Twp	0317	West Wildwood Boro	0513	*Kearny Town	0907
*Edgewater Boro	0213	Mansfield Twp	0318	*Wildwood City	0514	*North Bergen Twp	0908
*Elmwood Park Boro	0211	*Maple Shade Twp	0319	*Wildwood Crest Boro	0515	Secaucus Town	0909
Emerson Boro	0214	Medford Twp	0320	Woodbine Boro	0516	*Union City	0910
Englewood City	0215	Medford Lakes Boro	0321			*Weehawken Twp	0911
Englewood Cliffs Boro	0216	*Moorestown Twp	0322	*Cumberland County		*West New York Town	0912
*Fair Lawn Boro	0217	*Mount Holly Twp	0323	*Bridgeton City	0601		
*Fairview Boro	0218	*Mount Laurel Twp	0324	Commercial Twp	0602	*Hunterdon County	
*Fort Lee Boro	0219	New Hanover Twp	0325	Deerfield Twp	0603	Alexandria Twp	1001
Franklin Lakes Boro	0220	North Hanover Twp	0326	Downe Twp	0604	Bethlehem Twp	1002
*Garfield City	0221	Palmyra Boro	0327	Fairfield Twp	0605	Bloomsbury Boro	1003
Glen Rock Boro	0222	Pemberton Boro	0328	Greenwich Twp	0606	Califon Boro	1004
*Hackensack City	0223	*Pemberton Twp	0329	Hopewell Twp	0607	Clinton Town	1005
Harrington Park Boro	0224	*Riverside Twp	0330	Lawrence Twp	0608	Clinton Twp	1006
Hasbrouck Heights Boro	0225	Riverton Boro	0331	*Maurice River Twp	0609	Delaware Twp	1007
Haworth Boro	0226	Shamong Twp	0332	*Millville City	0610	East Amwell Twp	1008
Hillsdale Boro	0227	Southampton Twp	0333	Shiloh Boro	0611	Flemington Boro	1009
Hohokus Boro	0228	Springfield Twp	0334	Stow Creek Twp	0612	Franklin Twp	1010
Leonia Boro	0229	Tabernacle Twp	0335	Upper Deerfield Twp	0613	Frenchtown Boro	1011
Little Ferry Boro	0230	Washington Twp	0336	*Vineland City	0614	Glen Gardner Boro	1012
*Lodi Boro	0231	Westampton Twp	0337			Hampton Boro	1013
Lyndhurst Twp	0232	*Willingboro Twp	0338	*Essex County		High Bridge Boro	1014
Mahwah Twp	0233	Woodland Twp	0339	*Belleville Town	0701	Holland Twp	1015
Maywood Boro	0234	Wrightstown Boro	0340	*Bloomfield Town	0702	Kingwood Twp	1016
Midland Park Boro	0235			Caldwell Boro	0703	Lambertville City	1017
Montvale Boro	0236	*Camden County		Cedar Grove Twp	0704	Lebanon Boro	1018
*Moonachie Boro	0237	Audubon Boro	0401	*East Orange City	0705	Lebanon Twp	1019
New Milford Boro	0238	Audubon Park Boro	0402	Essex Fells Boro	0706	Milford Boro	1020
*North Arlington Boro	0239	Barrington Boro	0403	Fairfield Boro	0707	Raritan Twp	1021
Northvale Boro	0240	Bellmawr Boro	0404	Glen Ridge Boro	0708	Readington Twp	1022
Norwood Boro	0241	Berlin Boro	0405	*Irvington Town	0709	Stockton Boro	1023
*Oakland Boro	0242	Berlin Twp	0406	Livingston Twp	0710	Tewksbury Twp	1024
Old Tappan Boro	0243	*Brooklawn Boro	0407	Maplewood Twp	0711	Union Twp	1025
Oradell Boro	0244	*Camden City	0408	*Millburn Twp	0712	West Amwell Twp	1026
Palisades Park Boro	0245	Cherry Hill Twp	0409	Montclair Town	0713		
Paramus Boro	0246	Chesilhurst Boro	0410	*Newark City	0714	*Mercer County	
*Park Ridge Boro	0247	*Clementon Boro	0411	North Caldwell Boro	0715	East Windsor Twp	1101
Ramsey Boro	0248	Collingswood Boro	0412	*Nutley Town	0716	*Ewing Twp	1102
Ridgefield Boro	0249	Gibbsboro Boro	0413	*Orange City	0717	*Hamilton Twp	1103
Ridgefield Park Village	0250	*Gloucester City	0414	Roseland Boro	0718	Hightstown Boro	1104
*Ridgewood Twp	0251	*Gloucester Twp	0415	*South Orange Village Twp	0719	Hopewell Boro	1105
River Edge Boro	0252			*Verona Boro	0720		

Municipality	Code	Municipality	Code	Municipality	Code	Municipality	Code
Hopewell Twp	1106	Roosevelt Boro	1341	Ocean Twp	1520	*Byram Twp	1904
*Lawrence Twp	1107	Rumson Boro	1342	Ocean Gate Boro	1521	Frankford Twp	1905
Pennington Boro	1108	Sea Bright Boro	1343	Pine Beach Boro	1522	Franklin Boro	1906
Princeton Boro	1109	Sea Girt Boro	1344	Plumsted Twp	1523	Fredon Twp	1907
Princeton Twp	1110	Shrewsbury Boro	1345	*Point Pleasant Boro	1524	*Green Twp	1908
*Trenton City	1111	Shrewsbury Twp	1346	*Point Pleasant Beach Boro	1525	Hamburg Boro	1909
Washington Twp	1112	*South Belmar Boro	1347	*Seaside Heights Boro	1526	*Hampton Twp	1910
West Windsor Twp	1113	Spring Lake Boro	1348	*Seaside Park Boro	1527	Hardyston Twp	1911
		Spring Lake Heights Boro	1349	Ship Bottom Boro	1528	*Hopatcong Boro	1912
*Middlesex County		Tinton Falls Boro	1356	*South Toms River Boro	1529	Lafayette Twp	1913
*Carteret Boro	1201	*Union Beach Boro	1350	Stafford Twp	1530	Montague Twp	1914
Cranbury Twp	1202	Upper Freehold Twp	1351	Surf City Boro	1531	*Newton Town	1915
Dunellen Boro	1203	Wall Twp	1352	Tuckerton Boro	1532	*Ogdensburg Boro	1916
East Brunswick Twp	1204	West Long Branch Boro	1353	Union Twp	1533	Sandyston Twp	1917
Edison Twp	1205					*Sparta Twp	1918
Helmetta Boro	1206	*Morris County		*Passaic County		*Stanhope Boro	1919
Highland Park Boro	1207	*Boonton Town	1401	Bloomingtondale Boro	1601	*Stillwater Twp	1920
Jamesburg Boro	1208	Boonton Twp	1402	*Clifton City	1602	Sussex Boro	1921
Madison Twp	1209	*Butler Boro	1403	Haledon Boro	1603	*Vernon Twp	1922
Metuchen Boro	1210	Chatham Boro	1404	Hawthorne Boro	1604	Walpack Twp	1923
Middlesex Boro	1211	Chatham Twp	1405	Little Falls Twp	1605	*Wantage Twp	1924
*Milltown Boro	1212	Chester Boro	1406	North Haledon Boro	1606		
Monroe Twp	1213	Chester Twp	1407	*Passaic City	1607	*Union County	
*New Brunswick City	1214	Denville Twp	1408	*Paterson City	1608	Berkeley Heights Twp	2001
*North Brunswick Twp	1215	*Dover Town	1409	*Pompton Lakes Boro	1609	*Clark Twp	2002
Old Bridge Twp	1227	East Hanover Twp	1410	Prospect Park Boro	1610	Cranford Twp	2003
*Perth Amboy City	1216	Florham Park Boro	1411	*Ringwood Boro	1611	*Elizabeth City	2004
Piscataway Twp	1217	Hanover Twp	1412	Totowa Boro	1612	Fanwood Boro	2005
Plainsboro Twp	1218	Harding Twp	1413	*Wanaque Boro	1613	Garwood Boro	2006
*Sayreville Boro	1219	*Jefferson Twp	1414	Wayne Twp	1614	*Hillside Twp	2007
*South Amboy City	1220	Kinnelon Boro	1415	*West Milford Twp	1615	Kenilworth Boro	2008
South Brunswick Twp	1221	*Lincoln Park Boro	1416	*West Paterson Boro	1616	*Linden City	2009
*South Plainfield Boro	1222	Long Hill	1440			Mountainside Boro	2010
South River Boro	1223	Madison Boro	1417	*Salem County		New Providence Boro	2011
Spotswood Boro	1224	Mendham Boro	1418	Alloway Twp	1701	*Plainfield City	2012
*Woodbridge Twp	1225	Mendham Twp	1419	Carney's Point Twp	1716	*Rahway City	2013
		Mine Hill Twp	1420	Elmer Boro	1702	*Roselle Boro	2014
*Monmouth County		*Montville Twp	1421	Elsinboro Twp	1703	Roselle Park Boro	2015
*Aberdeen Twp	1355	Morris Twp	1422	Lower Alloways Creek Twp.....	1704	*Scotch Plains Twp	2016
Allenhurst Boro	1301	Morris Plains Boro	1423	Mannington Twp	1705	Springfield Twp	2017
Allentown Boro	1302	*Morristown Town	1424	Oldmans Twp	1706	Summit City	2018
*Asbury Park City	1303	Mountain Lakes Boro	1425	Penns Grove Boro	1707	*Union Twp	2019
Atlantic Highlands Boro	1304	Mount Arlington Boro	1426	Pennsville Twp	1708	Westfield Twp	2020
Avon-by-the-Sea Boro	1305	Mount Olive Twp	1427	Pilesgrove Twp	1709	Winfield Twp	2021
*Belmar Boro	1306	Netcong Boro	1428	Pittsgrove Twp	1710		
Bradley Beach Boro	1307	*Parsippany-Troy Hills Twp	1429	Quinton Twp	1711	*Warren County	
Brielle Boro	1308	Passaic Twp	1430	*Salem City	1712	*Allamuchy Twp	2101
Colts Neck Twp	1309	Pequanock Twp	1431	Upper Penns Neck Twp	1713	*Alpha Boro	2102
Deal Boro	1310	Randolph Twp	1432	Upper Pittsgrove Twp	1714	Belvidere Town	2103
Eatontown Boro	1311	Riverdale Boro	1433	Woodstown Boro	1715	Blairstown Twp	2104
Englishtown Boro	1312	Rockaway Boro	1434			*Franklin Twp	2105
Fair Haven Boro	1313	*Rockaway Twp	1435	Somerset County		Frelinghuysen Twp	2106
Farmingdale Boro	1314	Roxbury Twp	1436	Bedminster Twp	1801	Greenwich Twp	2107
*Freehold Boro	1315	Victory Gardens Boro	1437	Bernards Twp	1802	*Hackettstown Town	2108
*Freehold Twp	1316	Washington Twp	1438	Bernardsville Boro	1803	Hardwick Twp	2109
*Hazlet Twp	1339	Wharton Boro	1439	Bound Brook Boro	1804	Harmony Twp	2110
*Highlands Boro	1317			Branchburg Twp	1805	Hope Twp	2111
*Holmdel Twp	1318	*Ocean County		Bridgewater Twp	1806	*Independence Twp	2112
Howell Twp	1319	Barnegat Twp	1534	Far Hills Boro	1807	Knowlton Twp	2113
Interlaken Boro	1320	Barnegat Light Boro	1501	Franklin Twp	1808	*Liberty Twp	2114
*Keansburg Boro	1321	Bay Head Boro	1502	Green Brook Twp	1809	*Lopatcong Twp	2115
*Keyport Boro	1322	*Beach Haven Boro	1503	Hillsboro Twp	1810	Mansfield Twp	2116
Little Silver Boro	1323	*Beachwood Boro	1504	Manville Boro	1811	Oxford Twp	2117
Loch Arbour Village.....	1324	*Berkeley Twp	1505	Millstone Boro	1812	Pahaquarry Twp	2118
*Long Branch City	1325	*Brick Twp	1506	Montgomery Twp	1813	*Phillipsburg Town	2119
Manalapan Twp	1326	Dover Twp	1507	North Plainfield Boro	1814	*Pohatcong Twp	2120
*Manasquan Boro	1327	Eagleswood Twp	1508	Peapack-Gladstone Boro	1815	*Washington Boro	2121
*Marlboro Twp	1328	Harvey Cedars Boro	1509	Raritan Boro	1816	Washington Twp	2122
Matawan Boro	1329	Island Heights Boro	1510	Rocky Hill Boro	1817	*White Twp	2123
*Middletown Twp	1331	*Jackson Twp	1511	Somerville Boro	1818		
Millstone Twp	1332	*Lacey Twp	1512	South Bound Brook Boro	1819		
Monmouth Beach Boro	1333	*Lakehurst Boro	1513	Warren Twp	1820		
Neptune City Boro	1335	*Lakewood Twp	1514	Watchung Boro	1821		
Neptune Twp	1334	*Lavallette Boro	1515				
New Shrewsbury Boro	1336	*Little Egg Harbor Twp	1516	*Sussex County			
Ocean Twp	1337	*Long Beach Twp	1517	Andover Boro	1901		
Oceanport Boro	1338	Manchester Twp	1518	*Andover Twp	1902		
Red Bank Boro	1340	Mantoloking Boro	1519	Branchville Boro	1903		

* New Jersey Merit System jurisdictions where the resulting list may be used to make appointments

rev 10/26/01

REQUIREMENTS FOR LAW ENFORCEMENT APPLICANTS

The Closing Date for this announcement is March 31, 2004

Applicants must be citizens of the United States as of March 31, 2004.

Where hiring preferences apply, applicants must meet the residency requirements of the appointing jurisdiction as of March 31, 2004, and may be required to maintain continuous residency in that jurisdiction up to and including the date of appointment.

Applicants must be graduates of high school or vocational high school, or possess an approved High School Equivalent Certificate. If applicants graduate by June 30, 2004, they meet the educational requirement for this announcement. **If you will graduate by June 30, 2004 be sure to check the block for 12th grade in item 17 on the application.**

Applicants must be at least 18 years of age as of March 31, 2004. **Applicants for Municipal Police Officer positions can not be over 35 years of age (one is considered to be over 35 on the day after his or her 35th birthday) as of March 31, 2004, unless they meet the exceptions in "MAXIMUM HIRING AGE REQUIREMENT FOR MUNICIPAL POLICE OFFICER" below.** The age 35 maximum hiring requirement applies **only** to the Municipal Police Officer titles, including bilingual.

Appointees may be required to pass thorough medical, drug screening, and psychological/psychiatric examinations. Failure of any of these examinations will be cause for removal from the eligible pool for all titles.

Appointees will be required to successfully complete a training program mandated by the New Jersey Police Training Commission.

Appointees will be required to possess a driver's license valid in New Jersey only if operation of a vehicle, rather than employee mobility, is necessary to perform the essential duties of the position.

Note: Candidates for all titles other than Police Officer who are **over 35 years of age as of the closing date of this announcement are not permitted to be enrolled in the Police and Fire Retirement System.** They may be enrolled **only in the Public Employees Retirement System.**

Note: Candidates for the State Correction Officer Recruit and Correction Officer Recruit, Juvenile Justice titles may be required to successfully complete a paid law enforcement training program prior to being considered for appointment to these titles.

Note: If you checked a bilingual box on the application you will be tested separately for the bilingual language at the time your name is certified to an appointing authority.

MAXIMUM HIRING AGE REQUIREMENT FOR MUNICIPAL POLICE OFFICER

When applicants for Police Officer, Police Officer, Bilingual in Spanish and English and Police Officer, Bilingual in Korean and English positions reach the day after their 35th birthday, they are considered to be **over 35** years of age and are **not** eligible for appointment to the title, **except for the following situations:**

Applicants **age 45 and under** (applicants are considered over 45 on the day after their 45th birthday) as of March 31, 2004 who previously served in the following law enforcement titles, may deduct the amount of time they served from their current age to qualify for the maximum age 35 requirement. However, if they were separated from that prior service due to removal for cause on charges of misconduct or delinquency, they are **not** eligible for this age reduction exception.

- * Municipal Police Officer
- * State Trooper
- * NJ Transit Police Officer
- * Camden Co. Park Police Officer

- * County Police Officer
- * SEPTA Police Officer
- * Delaware River PA Police Officer

- * Sheriff's Officer
- * AMTRAK Police Officer
- * Burlington Co. Bridge Commission Police Officer

Applicants **over age 45** as of March 31, 2004 may deduct previous service in the above titles **only** if they were separated from that service due to **layoff**.

Applicants may also deduct from their actual age the amount of time they served in the military, **only** during the conflicts and under the conditions for which they would qualify for Civil Service veterans preference, to qualify for the maximum age 35 requirement. See page 8 on this Announcement for the conflicts and conditions to qualify for veterans preference.

The New Jersey Department of Personnel
2004 LAW ENFORCEMENT ANNOUNCEMENT - GENERAL INSTRUCTIONS

PLEASE READ THESE INSTRUCTIONS BEFORE COMPLETING THE APPLICATION

The pool of eligible candidates that results from this exam will be valid for two years and will be used to fill positions for law enforcement titles in all jurisdictions covered under the Merit System.

If you are appointed to a position, your name will be removed from the pool of eligible candidates for that title area only. You will not be eligible for appointment to any other title in that title area. However, if you filed for more than one title area, you will remain eligible for consideration for positions in the title area(s) in which you were not appointed to a position.

A **\$25 fee** is required for the first title area that you check off on the application. A \$5 fee is required for **each additional title area** that you check off. The title areas and titles are listed on the front cover of the announcement. For your protection, please send a check or money order payable to **NJDOP** or pay by credit card. **DO NOT SEND CASH.** To ensure that your fee is recorded properly, please legibly write your name and address (if not on the check or money order) and the examination symbol number, S9999F on the check or money order, and paper clip (do not staple) the payment to your application. **Application forms received without the required fees or proof of exemptions will not be processed. If an application form is received late or postmarked after the closing date, March 31, 2004, it will not be processed, and the check or money order will be returned.**

You are requested to provide your nine-digit Social Security number on your application. Your social security number will be kept confidential and used to track and correctly identify all of your records and transactions associated with the application and testing process. Collecting this data is permissible under NJSA 11A:4-1 but its submission is voluntary. If you do not provide the number, a unique number will be assigned to you. However, once assigned, you will be responsible for remembering it for any inquiries you may have concerning your application or testing process.

If you are claiming veterans preference, you **MUST check** that box on your application. If you have previously established your status as a Veteran for New Jersey civil service testing purposes, no further action is needed. If you have not, please refer to page 3 (item 13) and page 8 of this announcement for further instructions and more information.

You are responsible to maintain a current name and address with the Department of Personnel. Address and name changes must be sent **in writing** and include the exam title, symbol, and social security number (voluntary). Please send changes to: NJ Department of Personnel, Information Center, PO Box 310, Trenton, New Jersey 08625-0310. If your postal address is different from your residence, be sure to include the municipality where you reside. **Since eligibility needs to be established as of the closing date of the announcement, your residency code may not be changed after the closing date, even if you change your residence address or mailing address.** If you change your residence to another jurisdiction after the closing date, you may not be eligible for appointment in your former or new jurisdiction. Please research with both jurisdictions to see how their residency requirements will affect you before you change your residence address or mailing address.

APPLICATION FILING ADDRESS

Mail completed application, along with your fee or proof of exemption, to the **NJDOP LEE, P.O. Box 207, Brick, NJ 08724-0207**. Be sure to keep a copy for your records. **Your application must be postmarked on or before March 31, 2004.** Be sure all sections of your application are complete before it is submitted. **NOTE: If you are sending documents with your application do not send originals. Materials will not be returned.**

NOTE: Testing for the LEE is tentatively scheduled for late Spring 2004. You may periodically visit our web site at www.state.nj.us/personnel in the special announcements section for updates on this testing program.

Rev 09/18/03

VETERANS PREFERENCE

Candidates who served in the military during World War II, the Korean Conflict, or the Vietnam Conflict are eligible for civil service veterans preference if all of the following conditions are met:

- * They served for at least 90 days of active duty (The 90-day requirement does not apply if one received a service-incurred injury or disability); and
- * They were discharged under conditions other than dishonorable; and
- * Their period of service was within the time periods listed in 1 through 3 below:

1. **World War II** – On or after September 16, 1940, and must have begun on or before December 31, 1946.
2. **Korean Conflict** – On or after June 23, 1950, and must have begun on or before January 31, 1955.
3. **Vietnam Conflict** – On or after December 31, 1960, and must have begun on or before May 7, 1975.

Candidates who served in the military during the peacekeeping missions in Lebanon, Grenada, Panama, Arabian Peninsula/Persian Gulf, Somalia, Haiti, and Bosnia and Herzegovina are eligible for civil service veterans preference if all of the following conditions are met:

- * They served for at least 14 days on active duty OR served at least one day on active duty and received a service-incurred injury or disability; and
- * The service was in the geographic area or on a ship patrolling the territorial waters of the nation, or in the airspace over Bosnia and Herzegovina; and
- * They were discharged under conditions other than dishonorable; and
- * The period of service was within the time periods listed in 4 through 11 below:

4. **Lebanon Crisis** - On or after July 1, 1958, and must have begun on or before November 1, 1958.
5. **Lebanon Peacekeeping Mission** – On or after September 26, 1982, and must have begun on or before December 1, 1987.
6. **Grenada** - On or after October 23, 1983, and must have begun on or before November 21, 1983.
7. **Panama** - On or after December 20, 1989, and must have begun on or before January 31, 1990.
8. **Arabian Peninsula/Persian Gulf** - On or after August 2, 1990 to present.
9. **Somalia** - On or after December 5, 1992, and must have begun on or before March 31, 1994.
10. **Bosnia and Herzegovina** - On or after November 20, 1995 to present.
11. **Haiti** - On or after September 19, 1994 and must have begun on or before March 31, 1995.

To be eligible for disabled veterans preference, candidates must be veterans as described above and must have incurred a disability. The disability must be one for which they are eligible for receiving ten percent or greater disability compensation.

The following are eligible for **civil service disabled veterans preference**, if the veterans would have been eligible for civil service veterans preference: spouses of disabled veterans who are not employed in a NJ civil service jurisdiction and agree to waive the preference for the duration of the spouses' employment; surviving spouses of disabled veterans who have not remarried; and surviving spouses and parents of veterans who died in service.

The surviving spouse of a veteran who did not die in the service is entitled to the same civil service veterans preference that the deceased veteran would have been entitled until such time as the surviving spouse remarries.

Note: Candidates whose only active service was for training in connection with a Reserve or National Guard obligation are not eligible for veterans preference.

Rev 10/26/01